



DEPARTMENT OF HEALTH AND HUMAN SERVICES

# Milwaukee County

July, 2008

To: Community Agencies, Organizations and Interested Parties

The Milwaukee County Department of Health and Human Services (DHHS) invites community agencies, organizations and interested parties to participate in the Request for Proposal (RFP) process by submitting applications for human services programs to be purchased in the year 2009. The Department welcomes new prospective vendors to participate in this RFP process.

Application materials (*Program Requirements* and *Technical Requirements*) will be available in electronic format. CD-ROMs may be picked up beginning **Monday, July 21, 2008** at the Milwaukee County Marcia P. Coggs Human Services Center, Room 109, 1220 West Vliet Street, Milwaukee WI 53205. Materials may also be downloaded from:  
<http://county.milwaukee.org/RFPInformation111327.htm>

Please note that Disabilities Services Division residential programs (CBRF and AFH facilities for persons with developmental or physical disabilities) are NOT included as part of this Request for Proposals. Those services are not currently open for applications.

Two (2) question and answer sessions (pre-bid conferences) will be held to discuss the application guidelines. In addition, a Technical Assistance Session has also been scheduled to assist applicants in completing proposals. The meetings have been scheduled at the following locations and times:

**Monday, July 28, 2008**

**4:00 p.m.**

**Mill Road Library**

6431 North 76<sup>th</sup> Street

Milwaukee, WI 53223

**Wednesday, August 6, 2008**

**4:00 p.m.**

**Bay View Library**

2566 South Kinnickinnic Avenue

Milwaukee, WI 53207

**Technical Assistance Session**

**Wednesday, August 13, 2008**

**8:45 a.m. – 11:00 a.m.**

**CATC Auditorium**

9501 W. Watertown Plank Rd.

Milwaukee, WI 53226

All applications for funding in response to this RFP must be received by the Department of Health and Human Services no later than 4:30 p.m. on **Friday, September 5, 2008**. No extensions will be granted for submission of the proposals unless approved by the Director of the Department of Health and Human Services and the County Board Policy Committee.

**Applications may be mailed or delivered to:**

**Marcia P. Coggs Human Services Center  
Attention: Dennis Buesing  
Room 109  
1220 West Vliet Street  
Milwaukee, WI 53205**

Following the application review process outlined in the *Technical Requirements*, contract award recommendations will be presented for approval to the County Board Committee on Health and Human Needs. The County Board of Supervisors may modify or reject the funding recommendations and the County Executive may veto, in part, or whole, the County Board's action.

To receive information or assistance, please contact the following persons:

Program information	Ann Demorest, Disabilities Services Division, (414) 289-5943 Michelle Naples, Delinquency and Court Services Division, (414) 257-5725 Sue Moeser, Economic Support Division, (414) 289-6645 James Mathy, Housing Division, 414-257-7689 Walter Laux, Behavioral Health Division, (414) 257-7436 or Rochelle Landingham, Behavioral Health Division (414) 257-7337 Bruce Kamradt, Wraparound Milwaukee, (414) 257-7639
Technical Requirements (questions about application requirements)	Wes Albinger, Disabilities Services, (414) 289-5871 Dave Emerson, Delinquency and Court Services, (414) 257-7284 Michelle Naples, Delinquency and Court Services, (414) 257-5725 Judy Roemer-Muniz, Economic Support, (414) 289-6692 James Mathy, Housing Division, 414-257-7689 Rochelle Landingham, Behavioral Health, (414) 257-7337 Bruce Kamradt, Wraparound Milwaukee, (414) 257-7639
Fiscal/Budget	Sumanish Kalia, Contract Administration (414) 289-6757

Thank you for your interest in the Milwaukee County Department of Health and Human Services RFP process.

Sincerely,

Signed/-

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Corey Hoze  
Director  
Milwaukee County Department of Health and Human Services